

**REGULAR MEETING OF THE COMMON COUNCIL
OF THE CITY OF PLATTSBURGH, NEW YORK**

December 22, 2009

5:30 P.M.

MINUTES

Present: Mayor Donald Kasprzak, Councilors Tim Carpenter (W1), Michael Kelly (W2), George Rabideau (W3), Jim Calnon (W4), Amy Valentine (W5), Chris Jackson (W6)

Absent: None

1. MINUTES OF THE PREVIOUS MEETING:

RESOLVED: that the Minutes of the regular meeting of the Common Council held on December 17, 2009 are approved and placed on file among the public records of the City Clerk's Office.

By Councilor Rabideau; Seconded by Councilor Carpenter

Roll call: Councilors Carpenter, Kelly, Rabideau, Calnon, Valentine, Jackson

(All voted in the affirmative)

2. PAYROLLS OF VARIOUS DEPARTMENTS:

RESOLVED: That the payrolls of the various Departments of the City of Plattsburgh for the week ending December 23, 2009 in the amount of \$ 234,400.17 are authorized and allowed and the Mayor and the City Clerk are hereby empowered and directed to sign warrants drawn on the City Chamberlain for the payment thereof.

By Councilor Valentine; Seconded by Jackson

Roll call: Councilors Carpenter, Kelly, Rabideau, Calnon, Valentine, Jackson

(All voted in the affirmative)

3. REPORTS OF CITY OFFICES & COMMITTEE REPORTS:

- Report of Fire and Ambulance Responses for the week of December 17 – December 21, 2009
- Report from the Building Inspector's Office from December 15 – December 16, 2009
- Statement of cash receipts from the Library from November 1 – November 30, 2009

RESOLVED: That the reports as read are hereby ordered, received and placed on file among the public records of the City Clerk's Office.

By Councilor Kelly; Seconded by Councilor Carpenter

Roll call: Councilors Carpenter, Kelly, Rabideau, Calnon, Valentine, Jackson

(All voted in the affirmative)

4 CORRESPONDENCE & RECOMMENDATIONS FROM BOARDS: None

5. AUDIT OF CLAIMS:

RESOLVED: That the bills approved by the Auditing Committee of the Common Council in the

amount of \$ 816,877.31 are authorized and allowed and the Mayor and City Clerk (where required) are hereby authorized and directed to sign warrants drawn on the City Chamberlain for the payment thereof.

By Councilor Calnon; Seconded by Councilor Jackson
Roll call: Councilors Carpenter, Kelly, Rabideau, Calnon, Valentine, Jackson
(All voted in the affirmative)

6. PERSONS ADDRESSING COUNCIL: None

7. OTHER ITEMS:

A. RESOLVED: In accordance with the request therefore the Common Council approves the request from Bill Treacy, Manager MLD to write-off unpaid final bills from January 1, 2009 to January 31, 2009 in the total amount of \$4,402.35. The percentage of write-offs for this period is .20%.

By Councilor Kelly; Second by Councilor Carpenter
Discussion: None
Roll call: Councilors Carpenter, Kelly, Rabideau, Calnon, Valentine, Jackson
(All voted in the affirmative)

ACTION TAKEN: Adopted

Follow up Action: None

B. RESOLVED: In accordance with the request therefore the Common Council approves the request from the Office of Community Development for authorization to publish a Request for Qualifications/Request for Proposal for Residential Inspections, Risk Assessments, and Clearance Services for Lead Based Paint to comply with requirements outlined in 24 CFR 35.

By Councilor Carpenter; Second by Councilor Kelly
Discussion:
Councilor Jackson not a financial decision this is just asking for authorization to publish request.
Councilor Carpenter agreed it is just authorization to publish request and he will get costs information next week.
Councilor Rabideau would like to know what residential inspection involves and how they intend to do it.
Councilor Valentine asked **Councilor Carpenter** if they could have Ken Primard come to next meeting and give them information.
Councilor Carpenter will discuss with Ken Primard.

Roll call: Councilors Carpenter, Kelly, Rabideau, Calnon, Valentine, Jackson
(All voted in the affirmative)

ACTION TAKEN: Adopted

Follow up Action: None

C. RESOLVED: In accordance with the request therefore the Common Council approves the request from the City Chamberlain to authorize a budget transfer from the General Fund to the Capital Projects Fund for spending on payroll system upgrades.

By Councilor Calnon; Second by Councilor Jackson

Discussion: None

Roll call: Councilors Carpenter, Kelly, Rabideau, Calnon, Valentine, Jackson

(All voted in the affirmative)

ACTION TAKEN: Adopted

Follow up Action: None

D. RESOLVED: In accordance with the request therefore the Common Council approves the request from the City Chamberlain to establish capital project H3410.35 to authorize spending on payroll system upgrades.

By Councilor Jackson; Second by Councilor Calnon

Discussion:

Councilor Kelly asked what we are paying for these upgrades and what we are getting.

Councilor Jackson stated this is a time and attendance accumulation system to become more efficient with the payroll system.

Councilor Calnon stated that when we recognized the first Falcon-Seaboard check last spring they set aside \$80,000 to do that and so rather to let it sit in a general fund Richard Marks created a capital reserve so that is all it can be spent on.

Councilor Carpenter is proud of the council because it was used in a very intelligent way.

Councilor Kelly said they have this system at his other job and it is worth the \$80,000 and going to save the city money.

Councilor Rabideau asked if payroll is more efficient could we maybe go to every two week pay period. **City Chamberlain Richard Marks** stated that is one of the things they would be doing now but they have 2 more contracts that are still weekly pay period and this will enable payroll to keep daily attendance records of employees. Better information and make payroll much more efficient.

Roll call: Councilors Carpenter, Kelly, Rabideau, Calnon, Valentine, Jackson

(All voted in the affirmative)

ACTION TAKEN: Adopted

Follow up Action: None

E. RESOLVED: In accordance with the request therefore the Common Council approves the request from the City Chamberlain to approve a budget adjustment to recognize the second payment from Falcon-Seaboard as estimated revenue and provide for appropriations for reserve fund transfers.

By Councilor Jackson; Second by Councilor Calnon

Discussion:

Councilor Jackson stated the check was for \$340,000 and \$64,500 goes in capital reserve for the Fire Department to use when we do decide to purchase a new Aerial Truck and the other \$275,500 goes in a retirement reserve in anticipation of future retirement expenses.

Roll call: Councilors Carpenter, Kelly, Rabideau, Calnon, Valentine, Jackson
(All voted in the affirmative)

ACTION TAKEN: Adopted

Follow up Action: None

F. Motion to waive rule 4 for initial consideration “Request from Community Development Office for the Mayor to be authorized to sign a subordination agreement for 126 South Peru Street. Wells Fargo will only honor the new mortgage until 12-29-09.

By Councilor Carpenter; Second by Councilor Calnon

Discussion: None

Roll call: Councilors Carpenter, Kelly, Rabideau, Calnon, Valentine, Jackson

(All voted in the affirmative)

ACTION TAKEN: Adopted

RESOLVED: In accordance with the request therefore the Common Council approves the request from Community Development Office for the Mayor to be authorized to sign a subordination agreement for 123 South Peru Street. Wells Fargo will only honor the new mortgage until 12-29-09

By Councilor Carpenter; Second by Councilor Valentine

Discussion: None

Roll call: Councilors Carpenter, Kelly, Rabideau, Calnon, Valentine, Jackson

(All voted in the affirmative)

ACTION TAKEN: Adopted

G. Motion to waive rule 4 for initial consideration “Request from Environmental Manager Jonathan Ruff to attend the “Utility Management Conference – Common Challenges, Management Solutions” from February 21-24, 2010 in San Francisco, CA at a cost not to exceed \$2551.”

By Councilor Jackson; Second by Councilor Calnon

Discussion: None

Roll call: Councilors Carpenter, Kelly, Rabideau, Calnon, Valentine, Jackson

(All voted in the affirmative)

ACTION TAKEN: Adopted

RESOLVED: In accordance with the request therefore the Common Council approves the request from Environmental Manager Jonathan Ruff to attend the “Utility Management Conference – Common Challenges, Management Solutions” from February 21-24, 2010 in San Francisco, CA at a cost not to exceed \$2551.

By Councilor Jackson; Second by Councilor Carpenter

Discussion:

Councilor Calnon asked **Jonathan Ruff** if he had attended any other training with initiative from other agencies which include EPA. **Jonathan Ruff** said not with those other agencies including the

EPA.

Councilor Carpenter asked if that would be necessary background for this conference. **Jonathan Ruff** said it is not a prerequisite but is helpful to have an understanding of those things. **Councilor Carpenter** asked if he would understand what is going on and won't be over matched and **Jonathan Ruff** said yes.

Councilor Kelly stated he had spoken to **Jonathan Ruff** during the break and he said the things he has learned at conferences like this are techniques for financing water tanks and reduction in costs to remove sludge and deal with sludge and we save a tremendous amount of money on that. So, he thinks it is a good idea to learn more about your profession and apply what you have learned to your job and will vote for this trip.

Councilor Calnon would be reluctant to approve a major trip like this every year but he thinks that as they deal with issues such as succession planning he is tending towards approving this because he thinks this is something we need to have but don't need to keep repeating.

Roll call: Councilors Carpenter, Kelly, Rabideau, Calnon, Valentine, Jackson

(Councilors Carpenter, Kelly, Calnon, Valentine and Jackson voted in the affirmative. Councilor Rabideau voted in the negative)

ACTION TAKEN: Adopted

8. TRAVEL REQUEST: None

9. RESOLUTIONS FOR INITIAL CONSIDERATION:

1. Request from the City Chamberlain to close the attached list of ten capital projects that have been certified as completed and fully funded by the Engineering and Finance offices.
2. Request from the Bill Treacy, Manager MLD to advertise for sealed bid for PMLD BID NO. 2009-12-3 "Transformer oil liquid screen and gas analysis testing." Bid Opening Date: January 26, 2010 at 11:00 am.
3. Request from Community Development Office for the Mayor to be authorized to sign a subordination agreement for 123 South Peru Street. Wells Fargo will only honor the new mortgage until 12-29-09. **(Move to agenda under "Other Items" Letter F)**
4. Request from Police Chief Desmond Racicot for Officer Jarrod Trombley to attend the "Otsego County Academy Physical Fitness Instructor Training Course" from January 3 -7, 2010 in Oneonta, NY at a cost not to exceed \$700 which will be paid out of the Asset Forfeiture Fund.
5. Request from Environmental Manager Jonathan Ruff to attend the "Utility Management Conference – Common Challenges, Management Solutions" from February 21-24, 2010 in San Francisco, CA at a cost not to exceed \$2551. **(Move to agenda under "Other Items" Letter G)**
6. Request from Environmental Manager Jonathan Ruff to attend the "Risk and Risk Management in Dam Safety" from February 17 – 18, 2010 in Emmitsburg, MD at a cost not to exceed \$113.70.

10. NEW BUSINESS:

Councilor Jackson wanted to commend the City Engineer and the City Chamberlain on the list of the capital projects that are closing that they are in this millennium and the oldest is 2004 and he appreciates it very much.

Councilor Calnon said they still have some unresolved budget issues and when does the Council want to resolve them. We have realized about \$35,000 in savings as some of the folks have converted to less costly plans. It was decided that the Council would stay after 12-29-09 meeting to discuss the last unresolved issues.

Councilor Valentine went to the Council of the Arts tree lighting and it was wonderful and a lot of people. It was a great evening and great event.

Councilor Kelly said it sound like a lot more fun to go there for the tree lighting then when he used to go to that building for tax forms.

Councilor Jackson wished everyone a Merry Christmas!

11. CLOSING PUBLIC COMMENTS:

Keith Herkalo reminded everyone there is a holiday poster contest upstairs and to please not lock the doors.

Motion to Adjourn by Councilor Jackson; Seconded by Councilor Kelly
Roll call: Councilors Carpenter, Kelly, Rabideau, Calnon, Valentine, Jackson
(All voted in the affirmative)
MEETING ADJOURNED: 5:53 pm